

# **U.S. Fish and Wildlife Service Anadromous Fish Restoration Program Notice of Availability of Federal Assistance 2012 Request for Proposals**

**March 7, 2012**

## **Program Overview Information**

### **Federal Agency Name:**

Department of Interior  
U.S. Fish and Wildlife Service (USFWS)  
Red Bluff Fish and Wildlife Office  
10950 Tyler Road  
Red Bluff, CA 96080  
Anadromous Fish Restoration Program

**Funding Opportunity Title:** Lower Deer Creek Falls Fish Passage Project,  
Phase 1

**Funding Opportunity Number:**  
F12AS00095

**Announcement Type:**  
Initial Announcement

**Catalog of Federal Domestic Assistance number (CFDA):** 15.648

### **Dates:**

Application Deadline: Electronic copy applications must be received by Grants.gov by the close of business (COB) on March 16, 2012 (4:30 p.m. Pacific Standard Time). The U.S. Fish and Wildlife Service (USFWS) strongly encourages potential applicants to use Grants.gov when submitting responses to posted applications. If it is discovered that the proposal cannot be submitted through Grants.gov, the proposal may be submitted to Brenda Olson at [Brenda\\_Olson@fws.gov](mailto:Brenda_Olson@fws.gov). Proposals received after the date and time will not be considered for funding.

A site visit is highly encouraged. A site visit is scheduled for March 30, 2012. We will meet at the McDonalds located on Antelope Blvd. in Red Bluff, CA at 10:00am. Four wheel drive/high clearance vehicle required.

## **I. FUNDING OPPORTUNITY DESCRIPTION**

### **A. LEGISLATIVE AUTHORITY AND BACKGROUND**

1. *The Central Valley Project Improvement Act (CVPIA; Title 34 of Public Law 102575, Section 3406(b)(1))*, authorizes and directs the Secretary of the Department of the Interior (DOI), in consultation with other State and Federal agencies, Indian tribes, and affected interests, to develop and implement a program which makes all reasonable efforts to at least double natural production of anadromous fish in Central Valley rivers and streams. Further, the *CVPIA* requires that this program give first priority to measures which protect and restore natural channel and riparian habitat values through habitat restoration actions, modifications to Central Valley Project operations, and implementation of the supporting measures mandated by the *CVPIA*. The DOI is approaching implementation of this directive through development of an *Anadromous Fish Restoration Program (AFRP)*. The species and races of anadromous fish addressed by the *AFRP* include fall-run, late-fall-run, winter-run, and spring-run Chinook salmon; steelhead; striped bass; American shad; white sturgeon; and green sturgeon.

2. *The USFWS and Bureau of Reclamation (Bureau)* are the DOI agencies responsible for implementing the *CVPIA*. They are jointly and cooperatively implementing the *CVPIA*, with the *Service* assuming lead responsibility for the *AFRP*. The *CVPIA* also establishes a Restoration Fund of up to \$50 million annually to assist in implementation of the fish and wildlife restoration provisions. Of this sum, DOI allocates \$3 to \$12 million annually to the *AFRP*. The *AFRP* then leverages these funds with other funds provided by partners in restoration projects totaling \$12 to \$20 million annually.

### **B. PURPOSES AND FUNDING PRIORITIES**

The purpose for the *AFRP* can be found in the Final Restoration Plan [http://www.fws.gov/stockton/afrp/restplan\\_final.cfm](http://www.fws.gov/stockton/afrp/restplan_final.cfm) and other program documents for the *AFRP* (USFWS 2001). These objectives are:

1. Improve habitat for all life stages of anadromous fish through provision of flows of suitable quality, quantity, and timing, and improved physical habitat;
2. Improve survival rates by reducing or eliminating entrainment of juveniles at diversions;
3. Improve the opportunity for adult fish to reach their spawning habitats in a timely manner;
4. Collect fish population, health, and habitat data to facilitate evaluation of restoration actions;
5. Integrate habitat restoration efforts with harvest and hatchery management; and involve partners in the implementation and evaluation of restoration actions;
6. Involve partners in the implementation and evaluation of restoration actions.

These objectives are addressed through implementation of projects associated with prioritized actions and evaluations in the Final Restoration Plan for the AFRP.

Funding priorities are based upon the magnitude of the contribution of the restoration project to doubling natural production, the status of target species and races, and on Section 3406(b)(1)(A) of the CVPIA, which directs the AFRP to give first priority to: 1) measures which protect and restore natural channel and riparian habitat values through restoration actions; 2) modification to Central Valley Project operations; and 3) implementation of the supporting measures mandated by subsection 3406(b) of the CVPIA. [http://www.fws.gov/stockton/afrp/restplan\\_final.cfm](http://www.fws.gov/stockton/afrp/restplan_final.cfm)

## **C. PROJECT**

Funding may be available through the USFWS AFRP to complete Phase I of the Lower Deer Creek Falls Fish Passage Project. Deer Creek is a tributary to the Upper Sacramento River near Vina, CA, in southeastern Tehama County. The USFWS requests submission of proposals for 1) a fish passage assessment; 2) development of a range of alternatives to implement any needed repairs and/or modifications; 3) completion of a final engineered design and an engineer's cost estimate for repairs and/or modifications based upon selection of a preferred alternative by a Technical Advisory Committee; and 4) development of a Quality Control plan for the proposed data collection/analysis. A map of the project area is attached at the end of this document.

## **D. SCOPE OF WORK**

### **1. Background:**

The need to restore and maintain salmonid passage in Deer Creek is identified in AFRP and CALFED Ecosystem Restoration Program (ERP) goals, objectives, and targets. Both of these programs prioritize establishment, restoration, and maintenance of anadromous fish habitat quality on this stream. Providing unimpeded fish passage and maintaining suitable water quality are also of paramount importance. In the AFRP Final Restoration Plan, "...improving the opportunity for adult fish to reach their spawning habitats in a timely manner" is one of six objectives identified in achieving the AFRP program goal of doubling the natural production of anadromous fish in Central Valley rivers and streams on a sustainable and long-term basis. For more information on Deer Creek as per AFRP and ERP, go to the following websites and obtain the planning documents:

<http://www.fws.gov/stockton/afrp/workingpaper.cfm>

[http://www.fws.gov/stockton/afrp/ws\\_stats.cfm?code=DEERC](http://www.fws.gov/stockton/afrp/ws_stats.cfm?code=DEERC)

[http://www.calwater.ca.gov/calfed/library/Archive\\_ERP.html](http://www.calwater.ca.gov/calfed/library/Archive_ERP.html)

Deer Creek is located within the following EPA HUC designation: Stream Number Sacramento-Mill Big Chico (HUA 18020119). Deer Creek is an especially important watershed because it is one of the few remaining spawning habitats for the federally and state listed spring-run Chinook salmon (*Oncorhynchus tshawytscha*).

Deer Creek watershed is located within Tehama County. As a major Sacramento River tributary, Deer Creek originates just south of Lost Creek Meadows at an elevation of approximately 6,200 feet above mean sea level (MSL). As Deer Creek flows in a southwesterly direction, it is joined by Lost Creek in Upper Deer Creek Meadows; Lost Creek drains Wilson Lake. Gurnsey Creek also enters Deer Creek in Deer Creek Meadows. From these sub-alpine meadows the creek continues in a southwesterly direction into a deeply incised canyon (Evans 1997). It enters the Sacramento River at RM230 near the town of Vina, CA. Deer Creek is approximately 60 miles in length, and the watershed drains approximately 229 square miles. Deer Creek is bounded by a steep narrow canyon in the upper and middle watershed, thus enabling its pristine existence. At the lower valley reach, Deer Creek is more accessible and vulnerable to human impacts.

The Deer Creek watershed consists of relatively equal acreage of public and private lands. Most of the public lands consist of the Lassen National Forest including a portion of the Ishi Wilderness Area. There is a mixture of public and private lands in the upper and middle reaches, but the lower reach is mostly privately owned. Deer Creek is one of the few streams in California that is not altered by a major storage dam.

The Lower Deer Creek Falls, which had a functioning fish ladder, lies within what is considered the Upper Canyon reach (The Habitat Restoration Group 1998). The construction of the ladder was completed in June 1943 (Cramer and Hammack 1952).

Lower Deer Creek Falls is located at (lat long): N40 10.070, W121 34.876, at an elevation of 3,051 ft.

An initial passage assessment completed by the California Department of Fish and Game (CDFG) within the last two years determined that the existing ladder structure on Deer Creek did not meet CDFG/National Marine Fisheries Service (NMFS) fish passage criteria. Observations from the assessment are as follows: The approximate slope from below the waterfall to the top of the waterfall is 7°, or 12%. The ladder has to provide access that addresses this kind of slope/elevation change. The existing ladder is comprised of a series of steps, followed by a cut through a boulder that then connects to the stream above the waterfall. The length of the ladder section is 67 feet (from the bottom “step”, or jump structure, to the top step). The length of the channel from the top step to the stream/top of the waterfall elevation (a channel was bored through a boulder) is approximately 45 ft. in length. The lowest step had the highest jump of 3.5 feet from the stream water surface to top of step. The bottom ladder segment is missing, thus creating the 3.5 foot jump distance.

## **2. Goal of Project:**

The goal of the Lower Deer Creek Falls Fish Passage Project, Phase I is to assess and design to CDFG/NMFS fish passage criteria any required remediation to improve fish passage at the Lower Deer Creek Falls location. An improvement in passage would allow for uninterrupted migration and a corresponding increase in production of spring-run Chinook salmon and steelhead.

## **3. Study Objectives:**

- A. Identify flow conditions within the footprint of Lower Deer Creek Falls and its associated ladder to determine hydrologic conditions that are needed to provide fish passage of both juvenile and adult salmonids.
- B. Develop alternatives to address the need for unimpeded fish passage of both juvenile and adult salmonids that meet the CDFG/NMFS fish passage criteria.
- C. Develop engineered plans for the selected preferred alternative to provide unimpeded fish passage of both juvenile and adult salmonids.

## **4. General Methods:**

Project Area: A map is attached at the end of this document (Attachment 1). The project area consists of the parking area that provides access to Lower Deer Creek Falls, the trail, and Lower Deer Creek Falls and a distance both above and below Lower Deer Creek Falls that is expected to be adequate to meet data gathering and analysis needs for the purpose of this project.

The successful Applicant will perform project management, which includes working with the USFWS, CDFG, NMFS, Deer Creek Watershed Conservancy, and the affected landowner, a subset of which will comprise a Technical Advisory Committee (TAC). Coordination with CDFG Redding Office should occur to determine if design alternatives will be accepted by CDFG for implementation. A California licensed engineer should be on the design team. The TAC will work to agree on which alternative(s) to move forward with for full design.

The alternative(s) solutions for passage improvement must meet the 2001 NMFS Guidelines for Salmonid Passage at Stream Crossings, and CDFG criteria for fish passage as described in the "Fourth Edition 2010), Volume II, Part IX, of the California Salmonid Stream Habitat Restoration Manual (Manual). These documents can respectively be found at:

<http://swr.nmfs.noaa.gov/hcd/NMFSSCG.PDF>

<http://www.dfg.ca.gov/fish/Resources/HabitatManual.asp>

**In the below Methods, the applicant is responsible for determining the amount and kinds of topographic and/or other data gathering that is necessary in order to determine the passage issues, propose alternatives, and design remediation.**

Data gathering below is only suggested as a beginning and may not be all that is necessary.

Methods :

- a) Determine fish passage flows and flood flows using techniques listed in Part IX of the Manual. Alternative minimum flows should be used for juvenile and adult low flow fish passage.
- b) Conduct a topographic survey that includes a longitudinal profile of the bed and water surface upstream and downstream of the ladder structure and waterfall, existing structure detail, cross sections, and a structure profile with water surface. The extent of the survey shall be sufficient to thoroughly evaluate alternatives.
- c) Perform a geotechnical investigation of subsurface conditions at the project site.
- d) Based on necessary data to be collected, develop a list of conceptual repairs to the ladder structure if determined necessary for passage. The applicant must then attend a meeting with the TAC to discuss the range of alternatives; the TAC will then recommend which alternative(s) should have engineered plans developed.
- e) Develop a Basis of Design Report that includes 30% plans including, but not limited to, a site plan, grade control structure plan and sections; and engineers cost estimate for review and approval by the grant administrator, the TAC, and a CDFG hydraulic engineer. The applicant shall attend a stakeholder meeting with representatives of USFWS, NMFS, CDFG, Deer Creek Watershed Conservancy, and the affected landowner to discuss the report and agree to a proposed design and any requested changes.
- f) Submit plans, specifications, and engineer's cost estimate at 50%, 90%, and 100% completion for review and approval by the grant administrator, the TAC, and a CDFG Fisheries Engineering Team hydraulic engineer.

Access to the project area and permission for inventory/verification has been obtained in writing, although verification of the selected applicant must be provided to and approved by the landowner. The majority of the area in the project area is privately owned by a non-profit environmental group, the Northern California Regional Land Trust, surrounded by U.S. Forest Service land (Lassen National Forest).

## II. AWARD INFORMATION

The Red Bluff Fish and Wildlife Office, Anadromous Fish Restoration Program is soliciting proposals to complete Lower Deer Creek Falls Fish Passage Project, Phase 1. The AFRP anticipates up to \$80,000 may be available for funding this project. Successful awards will be made through a grant.

Anticipated project start date would be initiated in fiscal year 2012 and work may commence as early as August, once all signed grant documents are in place. The Project must be completed within two years upon signing the grant agreement.

## III. ELIGIBILITY INFORMATION

### A. Eligible Applicants

- \* Eligible applicants are limited to those institutions, organizations or individuals with a background in fish passage design and completing Federal and California State environmental compliance documents and permitting needs.
- \* A licensed engineer should be on the fish passage design team and must be licensed by the State of California Board of Professional Engineers.
- \* Applications from federal agencies or employees of federal agencies cannot be considered.
- \* The applicant shall be fully capable, qualified, insured, and licensed as required to provide these services.

Please also list all offices used by the respondent and the location of the office from which the primary work on this project would be performed.

### B. Cost Sharing or Matching

There is no cost-sharing or matching requirement for this award.

## IV. APPLICATION AND SUBMISSION INFORMATION

### A. *This Announcement Contains All the Information Required to Submit an Application*

**1. Electronic Applications Materials** The required Standard Form (SF) 424 form set may be accessed at <http://www.grants.gov> or by contacting Brenda Olson at [Brenda\\_Olson@fws.gov](mailto:Brenda_Olson@fws.gov) for any other of the required forms as listed in the grant solicitation or in 2) Supplemental Requirements as listed below.

Grants.gov supports the Adobe Reader versions 8.1.1, 8.1.2, 8.1.3, 8.1.4, 8.1.5, 8.1.6, 8.1.7, 9.0, 9.1, 9.1.1, 9.1.2, 9.2, 9.3.2, and 9.4. Some of these versions are available for free download from the Adobe Website:

<http://www.adobe.com/products/acrobat/readstep2.html>. You may also check this link to see if your version is compatible [http://www.grants.gov/help/download\\_software.jsp](http://www.grants.gov/help/download_software.jsp).

**Only these versions should be used when submitting grant applications.** Other Adobe Reader versions are not supported.

## **2. Hard Copy Application Materials**

If you do not have access to the web page or have trouble downloading material, and you would like a hard copy you may mail the request to Brenda Olson at the Red Bluff Fish and Wildlife Office (RBFWO), 10950 Tyler Rd, Red Bluff, CA 96080 or call (530) 527-3043 x 227. When calling the RBFWO, please indicate that you are requesting the RFP and associated application forms for F12AS00095, Lower Deer Creek Falls Fish Passage Project, Phase 1. Materials may also be requested via Internet by sending an e-mail to Brenda\_Olson@fws.gov. For all technical questions, call Brenda Olson at (530) 527-3043 x227.

## **B. Content and Form of Application Submission**

### **1. Application Requirements**

*This announcement contains all the information needed to submit a proposal.* The project proposal is a narrative description and the budgetary information of the project. Only information that is pertinent to the project should be included. The project proposal should also indicate whether partial funding of the project is practicable, and, if so, what specific portion(s) of the project could be implemented with what level of funding.

A project proposal that is part of a longer term initiative will be considered, however, the proposed project's objectives, benefits, and tasks must stand on their own, as there are no assurances that additional funding would be awarded in subsequent years for associated or complementary projects. An incomplete proposal will not be considered for funding.

Applications must be no smaller than 12 point font, preferably in Times New Roman type, with 1-inch margins, double-spaced, no longer than 22 pages and submitted in single-sided, electronic or hard copy.

*Complete applications must include:*

- . • Applicant name, mailing address, phone and fax number, and email address
- . • Budgetary information (including necessary Federal Forms, i.e. SF-424 Application for Assistance)
- . • Background and need for proposed work
- . • Justification for proposed work
- . • Approach including study design, hypotheses, goals, methods, equipment and facilities, data collection, any statistical analysis and quality assurance procedures, tasks
- . • Feasibility of the described approach, any contingencies or requirements (e.g., dependence on outcome of other projects, environmental



- . compliance or permitting)
- . • Performance measures related to project goals and objectives
- . • Data handling and storage
- . • Expected products and outcomes
- . • Deliverables for each task
- . • Work schedule, including estimated start and completion dates of each task
- . • Applicant qualifications and experience. In addition, the applicant must provide a list between one to three projects completed by the firm that demonstrates the applicant's competence to perform work similar to that which is likely to be required on this project. This portion of the proposal will not be counted as part of the 22 page limit.

The Applicant shall name a project manager for these services who will coordinate all activities with the USFWS and the TAC selected for this Project.

## 2. Supplemental Requirements

The following table provides a summary of the supplemental forms and requirements that must be included in the application. The Dun & Bradstreet (DUNS number), Central Contractor Registration (CCR), and electronic funds transfer actions are a requirement. Potential applicants must complete these requirements before the award can be made.

What's required	Available at	When to submit
Application for Federal Assistance, Standard Form SF424 Cover sheet, 424 A & B for Non-Construction; C & D for Construction awards	<a href="http://www.whitehouse.gov/omb/grants/grants_for_ms.html">http://www.whitehouse.gov/omb/grants/grants_for_ms.html</a> <a href="http://www.gsa.gov/forms">http://www.gsa.gov/forms</a> <a href="http://www.fedforms.gov">http://www.fedforms.gov</a>	By April 5, 2012
Dun & Bradstreet Number (DUNS)	<a href="http://www.dnb.com">www.dnb.com</a> <a href="http://www.dnb.com/US/customer_service/index.html">www.dnb.com/US/customer_service/index.html</a> 1-800-234-3867. <a href="http://www.dnb.com/us/">http://www.dnb.com/us/</a>	Will need before registering with CCR
Registration in the Central Contractor's Registration (CCR)	<a href="http://www.CCR.GOV">http://www.CCR.GOV</a>	In time to allow for processing if not already in the system. By April 5, 2012

Register in the Automated Standard Application for Payment (ASAP) or submit a waiver request	Forms are available at the Red Bluff office of the U.S. Fish and Wildlife Service 530-527-3043 x227 or at <a href="http://www.fws.gov/fbms">www.fws.gov/fbms</a> . Note: Must be completed for funds transfer to occur. If your organization has already registered with another Governmental agency, you still need to complete this form to register with the USFWS.	Only if awarded
Registration Grants.gov *Before applying for a grant opportunity on Grants.gov, an applicant must complete the registration process	<a href="http://www.Grants.gov">http://www.Grants.gov</a> or <a href="mailto:support@Grants.gov">support@Grants.gov</a> , or you may call the Contact Center at: 1-800-518-4726 Registration is a 3-step process: 1. Register your organization, then; 2. Register yourself as an Authorized Organization Representative (AOR) then; 3. Become authorized by your organization to submit applications Please note: It may take up to two (2) weeks to complete the registration process due to unexpected delays. It is highly recommended that you begin the registration process as soon as possible  <b>SEE THE GRANTS.GOV WEBSITE FOR COMPLETE DETAILS</b>	In time to allow for processing if not already in the system. By April 5, 2012

### 3. Data Universal Numbering System Number (DUNS)

On June 27, 2003, The Office of Management and Budget (OMB) published a Federal Register notice (68 FR 38402) that announced final policy issuance on the use of a universal identifier by grant applicants. The policy requires applicants applying for Federal grants or cooperative agreements on or after October 1, 2003 to acquire a Data Universal Number System (DUNS) number. It is the responsibility of the organization seeking Federal funds to obtain a DUNS, as necessary. Grant and cooperative agreement applicants need to ensure they have a DUNS number. Organizations can receive a DUNS number at no cost by calling the dedicated toll-free DUNS number request line at 1-877-753-1444 or on the web at <http://smallbusiness.dnb.com/manage>

### **C. Submission Dates and Times**

Electronic applications must be received by Grants.gov by the close of business on April 5, 2012 (4:30 p.m. Pacific Standard Time). If the proposal cannot be submitted via Grants.gov, it may be submitted to [Brenda\\_Olson@fws.gov](mailto:Brenda_Olson@fws.gov) by 4:30 pm Pacific Standard Time, April 5, 2012. If the electronic application cannot be submitted, a hard copy must be received by the RBFWO Anadromous Fish Restoration Program (address as above in section IV A. 2.), attention Brenda Olson, by April 5, 2012 (4:30 pm Pacific Standard Time). Hard copy applications should be printed on one side only and should not be bound in any manner. Proposals received after the date and time will not be considered for funding.

### **D. Intergovernmental Review**

This program is not covered by Executive Order 12372. Review process is not required.

### **E. Funding Restrictions:**

Awards will not allow reimbursement of pre-award costs. *Funding is contingent upon the RBFWO Anadromous Fish Restoration Program's receipt of an adequate implementation project budget for FY 2012.*

## **V. Application Review and Selection Information**

### **A. Criteria**

Applications will be considered complete if they include all the information required in sections IV.B.1-3.

Applications are sought that show the applicants expertise and ability to assess fish passage issues and design fish passage remediation.

Proposals will be reviewed by a team of Federal staff based on the following criteria:

- . • Proposed assessment design and approach in determining fish passage and any necessary remediation. Will the proposed approach succeed in the stated goal?
- . • Approach is valid and technically sound. Are the proposed deliverables of value?
- . • Possess experience and qualifications in assessing and designing fish passage facilities;
- . • Primary Investigators and/or sub-recipients record of performance and expertise, and inclusion of a state licensed engineer on the fish passage design team;
- . • Budget is reasonable and provides good value for funds requested; and
- . • Past performance on projects; working knowledge of fish passage design and regulatory documents and processes.

### **B. Review and Selection**

Additional technical review will be conducted by reviewers external to the Anadromous Fish Restoration Program and unaffiliated with any organization submitting a proposal or proposed subcontractors. Projects selected for funding may require revision based on internal and/or external review comments. The selection recommendations of the Federal staff (and any external reviewers) will be provided to the RBFWO Project

Leader, who is the Selection Official. The Selection Official will make the final award decision. All applicants will be notified of the results of the selection process by the Grants/Agreements Assistant.

## **C. Applicant's and the USFWS responsibilities**

### **1. Applicant's Responsibilities and Deliverables**

Successful applicants shall ensure that the project complies with all applicable Federal, State and local laws and regulations. A successful applicant is ultimately responsible for obtaining all applicable Federal, State and local permits for work to be performed under the award.

The successful applicant will provide status updates in electronic format, frequency to be determined, that tracks project status. Applicant will agree to use the U.S. Treasury's Automated Standard Application for Payment (ASAP) program for on-line reimbursement. The reimbursement request may not be made more frequently than monthly. Also the applicant will include a detailed narrative explaining costs for labor and materials and documenting the activities conducted for the hours sought in reimbursement to the Grant Manager. Narratives provided will suffice to meet the quarterly status updates if accepted by the Service.

Applicant will provide quarterly status updates in electronic format that track project status. Invoices will include a detailed narrative explaining costs for labor and materials and documenting the activities conducted for the hours invoiced.

Ten percent of the total amount of the agreement may be withheld until all requirements of the agreement are accomplished. If 10% is withheld, a final invoice may be submitted for the 10% withheld once all the requirements are approved.

### **2. USFWS Responsibilities**

USFWS will provide a science-based technical review of selected proposal, may provide technical information, and may be available for assisting with products such as peer-reviewed publications.

## **VI. AWARD ADMINISTRATION INFORMATION**

### **A. Award Notice**

Successful applicant will be notified after selection and confirmation of available funding, by August 30, 2012. An applicant should not initiate a project in expectation of USFWS funding, nor should they purchase materials or begin work until such time as they receive the final award document signed by an authorized Service official.

## B. Administrative and National Policy Requirements:

Federal awards are subject to Federal financial administrative requirements. Please see the following for a particular application.

<u>Type of Recipient</u>	<u>Applicable Guidance</u>
Institutions of Higher Education	2 CFR Part 215 Administrative Requirements 2 CFR Part 220 Cost Principles for Higher Education 43 CFR Part 12, Subpart D – Governmentwide Debarment and Suspension (Nonprocurement) And Governmentwide Requirements for a Drug Free Workplace 43 CFR Part 12, Subpart E – Buy American Requirements for Assistance Programs 43 CFR Part 18 – New Restrictions on Lobbying 48 CFR Part 31.2 – Contracts with Commercial Organizations (if work will be subcontracted out) 48 CFR Part 52.215.2 – Audit and Records
Non-Profit Organizations	2 CFR Part 215 Administrative Requirements 2 CFR Part 230 Cost Principles for Non-Profits OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations 43 CFR Part 12, Subpart D – Governmentwide Debarment and Suspension (Nonprocurement) And Governmentwide Requirements for a Drug Free Workplace 43 CFR Part 12, Subpart E – Buy American Requirements for Assistance Programs 43 CFR Part 18 – New Restrictions on Lobbying 48 CFR Part 31.2 – Contracts with Commercial Organizations (if work will be subcontracted out) 48 CFR Part 52.215.2 – Audit and Records Negotiation
For profit, individuals and others excluded from coverage with OMB Circular A-122	Federal Acquisition Regulations, full text of appropriate clause may be found at <a href="http://www.arnet.gov/far">http://www.arnet.gov/far</a> 43 CFR Part 18 – New Restrictions on Lobbying 48 CFR Part 31.2 – Contracts with Commercial Organizations 43 CFR Part 12, Subpart E – Buy American Requirements for Assistance Programs
Governments – State, Local, and Federally Recognized Indian tribal governments	OMB Circular A-102 2 CFR Part 225, Cost Principles for State, Local and Indian Tribal Governments OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations 43 CFR Part 12, Subpart E – Buy American Requirements for Assistance Programs 43 CFR Part 18 – New Restrictions on Lobbying 43 CFR Part 12, Subpart D – Governmentwide

	Debarment and Suspension (Nonprocurement) And Governmentwide Requirements for a Drug Free Workplace 48 CFR Part 52.215.2 – Audit and Records Negotiation
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## C. Reporting Requirements

### 1. Performance and Financial Reports

The successful applicant shall submit an annual interim written performance report to the project contact listed in VII no later than October 1 in Adobe PDF or Microsoft Word. The report's format must present the activities that occurred and provide a description of the project accomplishments during the calendar year. The Financial Report must use the Standard Form 425 Federal Financial Report. The reports shall be submitted within 90 days after the last day of each annual interim reporting period. Please see the following schedule for due dates of both the Performance and Financial Reports:

Award Effective Date	Annual Interim Report End Date	Annual Interim Report Due Date (90 days after report end date)
January 1	December 31	March 31
January 2 – March 31	March 31	June 29
April 1	March 31	June 29
April 2 – June 30	June 30	September 28
July 1	June 30	September 28
July 2 – September 30	September 30	December 29
October 1	September 30	December 29
October 2 – December 31	December 31	March 31

The successful applicant shall also submit written progress reports to the project contact listed in VII on a quarterly basis in Adobe PDF or Microsoft Word format presenting the activities that occurred and provide a description of the project accomplishments during each quarter of the calendar year beginning with the quarter immediately succeeding the project start date. The reports shall be submitted within 30 days following the end of each quarter.

### 2. Final reports

Draft final reports are due no later than 60 days after completion of the project. Final reports will be due 30 days after receipt of Service comments on the draft report. The successful applicant shall submit, within 90 calendar days of completion of the project, a final invoice. The successful applicant shall account for any real and personal property acquired with Federal funds or received from the Federal Government according to requirements of regulations referenced in the award. The final report will be provided in hardcopy and electronic copy, using Adobe PDF or Microsoft Word format, and sent to: (Habitat Restoration Coordinator's mailing and e-mail address. See Section VII.).

### **3. Invoice Reports**

Awardee will be required to submit requests for reimbursement through the Automated Standard Application for Payment (ASAP) system or to submit a waiver request which must be approved for this requirement. ASAP enrollment and waiver forms are available at: [www.fws.gov/fbms](http://www.fws.gov/fbms). The applicant will also send a detailed narrative explaining costs for labor and materials and documenting the activities conducted for the hours sought in reimbursement to the Grant Manager.

## **VII. AGENCY CONTACT(S)**

For technical questions associated with this project contact **Brenda Olson**, Anadromous Fish Restoration Program Habitat Restoration Coordinator; 10950 Tyler Road; Red Bluff, CA 96080; telephone 530-527-3043, ext. 227; fax 530-529-0292; email: **Brenda\_Olson@fws.gov**. For questions of an administrative content, such as forms completion and for sending hard copies such as the signature page, contact Brenda Olson.

## **VIII. OTHER INFORMATION**

Please note that the Federal Government is not obliged to make any awards as a result of this announcement, and only official Service grant officers can bind the Government to the expenditure of funds. If you are selected as a Federal grant recipient, the funds you receive may be subject to Federal and other taxes.

### **A. Proposal preparation instructions and format:**

In addition to the required forms identified in Section IV, a narrative proposal is also required. The following is the format of the proposal, as well as instructions on how to complete the proposal.

#### **1. Project information page**

This proposal (title of proposal) is for the fiscal year 2012:

- 1) name;
- 2) proposal title;
- 3) project duration;
- 4) lead organization name;
- 5) enter the name of the agency or institution to whom funds would be awarded;
- 6) organization contact (please provide information for the primary person responsible for oversight of the project's operation, management, and reporting requirements at the lead institution, social title, first name, last name, street address, city, state or province, ZIP Code or mailing code, telephone (include area code and email);
- 7) lead investigator (is the lead investigator the same as the main contact person? If not please provide information for the primary person responsible for oversight of the award operation, management, and reporting requirements at the lead institution, social title, first name, last name, street address, city, state or province, ZIP Code or mailing code,

telephone number and e-mail); and,  
8) provide information about additional investigators (last name, first name, organization).

## **2. Summary or abstract page**

Provide a summary of your project including the following: a brief description of your proposed project, including location, goals, objectives, the actions to be implemented, and the approach to implement the proposal, expected outcomes, and relationship to high priority needs.

## **3. Proposal description text**

**a. Problem-**describe the problem that the project is designed to address including a brief narrative of the project location. Provide background, including a review of relevant past studies of and solutions (if any) to the problem, here and elsewhere, with appropriate citations of relevant reports. Clearly state the goals, objectives and hypotheses of your proposed study.

**b. Approach** (scope of work) -Provide study design. Describe (if applicable) all sampling, analytical, planning, and construction procedures for each objective as appropriate. Include details about methods and techniques, equipment and facilities, data collection, statistical analysis and quality assurance procedures, performance measures, and describe the criteria to be used in hypothesis testing. Clearly identify how your approach maximizes the information richness and value to decision-makers.

**c. Feasibility-**Demonstrate that the described approach is both feasible and appropriate to the proposed work, and that the project can be completed in the time allotted, allowing for weather and other exigencies. Any contingencies or requirements (e.g., dependence on outcome or timing of other projects, dependence on natural or operational conditions, environmental compliance and permitting) must be thoroughly addressed.

**d. Permits and agreements-**If applicable, explain what permits are necessary to proceed with the tasks described. Explain the current status of each permit. Explain any other constraints that could impact the schedule and the ability to implement the project. Identify the nature and approach to resolving other outstanding implementation issues.

**e. Private property access and landowner permission and participation-**Projects proposed on private property or that require access of private property owned by someone other than the applicant must provide written permission from the property owner. Projects conducted in the field for which specific locations have not been identified in the proposal will be required to provide access needs and permission for access shortly after notification of approval. Failure to include written permission from the property owner may result in disqualification of the proposal. This is another hard copy item that should be sent, along with other hard copy items (such as the signature page), to the RBFWO Anadromous Fish Restoration Program contact person (See Section VII, Agency contacts).



**f. Data handling and storage** -describe how the data and other information will be handled, stored, and made accessible.

**g. Expected products/outcomes** -Provide a list of planned deliverables such as; reports, presentations, advances in technology, and information transfers via workshops, seminars, education programs, etc. and timing of each.

**h. Qualifications.** Provide brief biographical sketches of the principal participants, identifying education and relevant experience as well as contributions (e.g., completed projects, published reports on the same topic) consistent with their roles and responsibilities in the proposed project. Explain how these participants provide the range of expertise in sciences or other disciplines needed to achieve the project's objectives.

Specify individual roles and responsibilities regarding technical, administrative, and project management. When sub-recipients are identified, explain briefly how they were or will be selected and why. Disclose or discuss any potential problems regarding the principal participants' availability to complete their work within the projected timeline.

#### **4. Work Schedule page**

Identify the start and completion dates of each of the tasks and associated deliverables discussed above as well as other key milestones. Clearly identify which tasks are considered to be inseparable if only a portion of the project were to be funded. Identify the potential to incrementally fund and implement the proposed scope of work.

Identify how payments would relate to milestones, as applicable. Please identify project management as an independent task. Provide a time line with expected start and stop dates, and accomplishment of milestones.

Tasks identified in the work schedule should match those shown in the budget.

#### **5. Budget**

Provide a detailed budget showing how requested funds will be used to carry out the project's scope of work. Costs for each major task described in the "Approach (scope of work)" section of your proposal must be presented. A task for project management should include the specific costs associated with insuring accomplishment of a specific project, such as inspection of work in progress, validation of costs, report preparation, response to project specific questions and necessary costs directly associated with specific project oversight. Applicants should also include costs associated with managing project funds, including preparation of quarterly, annual, and final reports to the funding agency. Tasks for environmental compliance, monitoring, project design, data handling, storage, and dissemination, and public outreach should also be included as appropriate for your project. Include information related to cost sharing and in-kind contributions.

*Suggested Budget Format:*

**Year 1 ( Months 1 to 12 ) 6. Signature page**

task	labor	benefits	travel	supplies and expenda bles	services and consultants	equip ment	lands and rights of way	other direct costs	direct total	indirect costs	total
<b>totals</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

References:

Cramer, F.K. and D.F. Hammack. 1952. Salmon research at Deer Creek, California, Special Scientific Report: Fisheries No. 67. USDI, Fish and Wildlife Service.

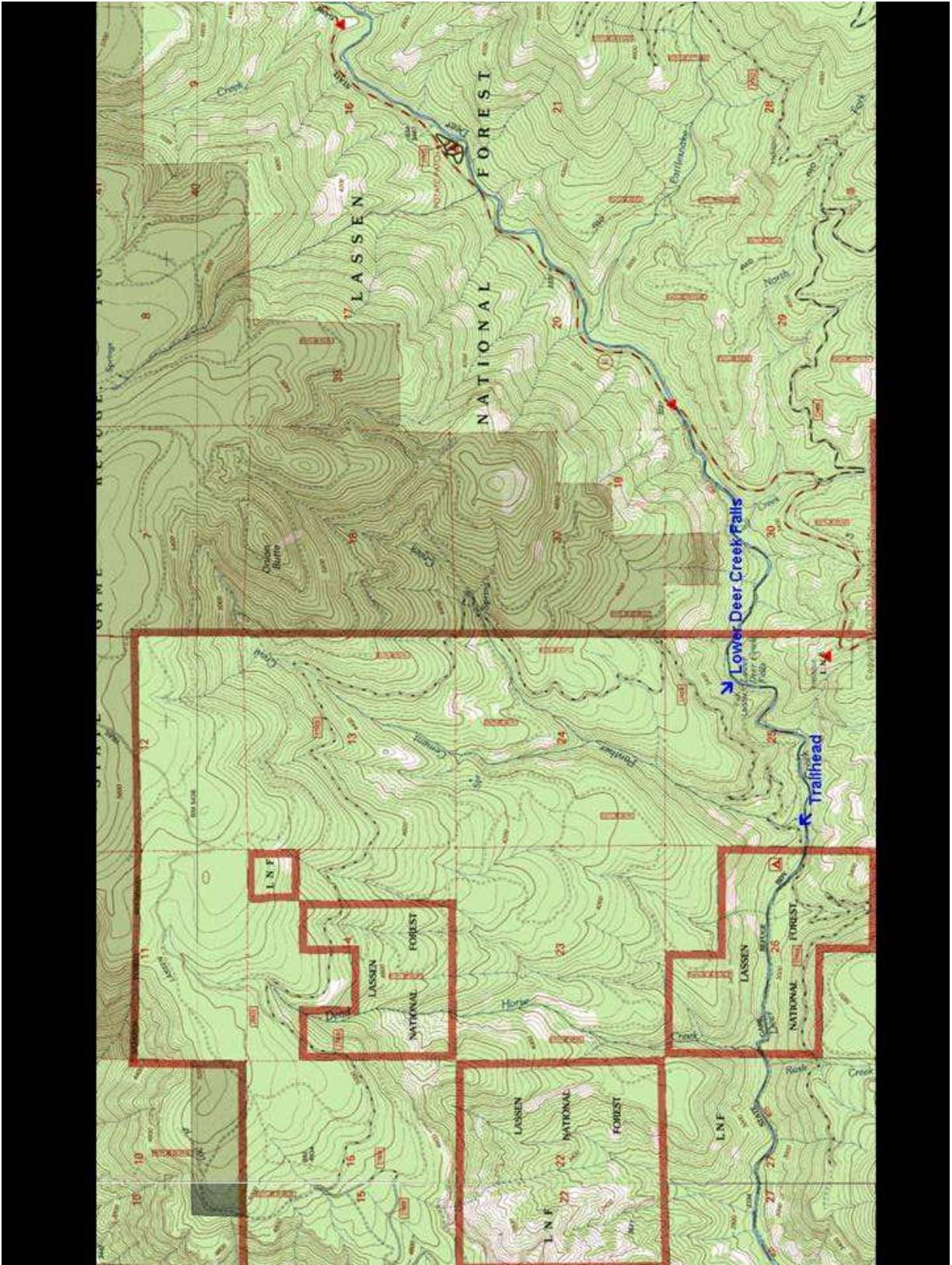
The Habitat Restoration Group. 1998. The Deer Creek Existing Conditions Report. Prepared for the Deer Creek Watershed Conservancy. Unk. pp.

Reynolds, F. L., Mills, T. J., Benthin, R., and A. Low. 1993. Restoring Central Valley streams: a plan for action. Inland Fisheries Div., Calif. Dept. of Fish and Game. Sacramento CA. 184 p.

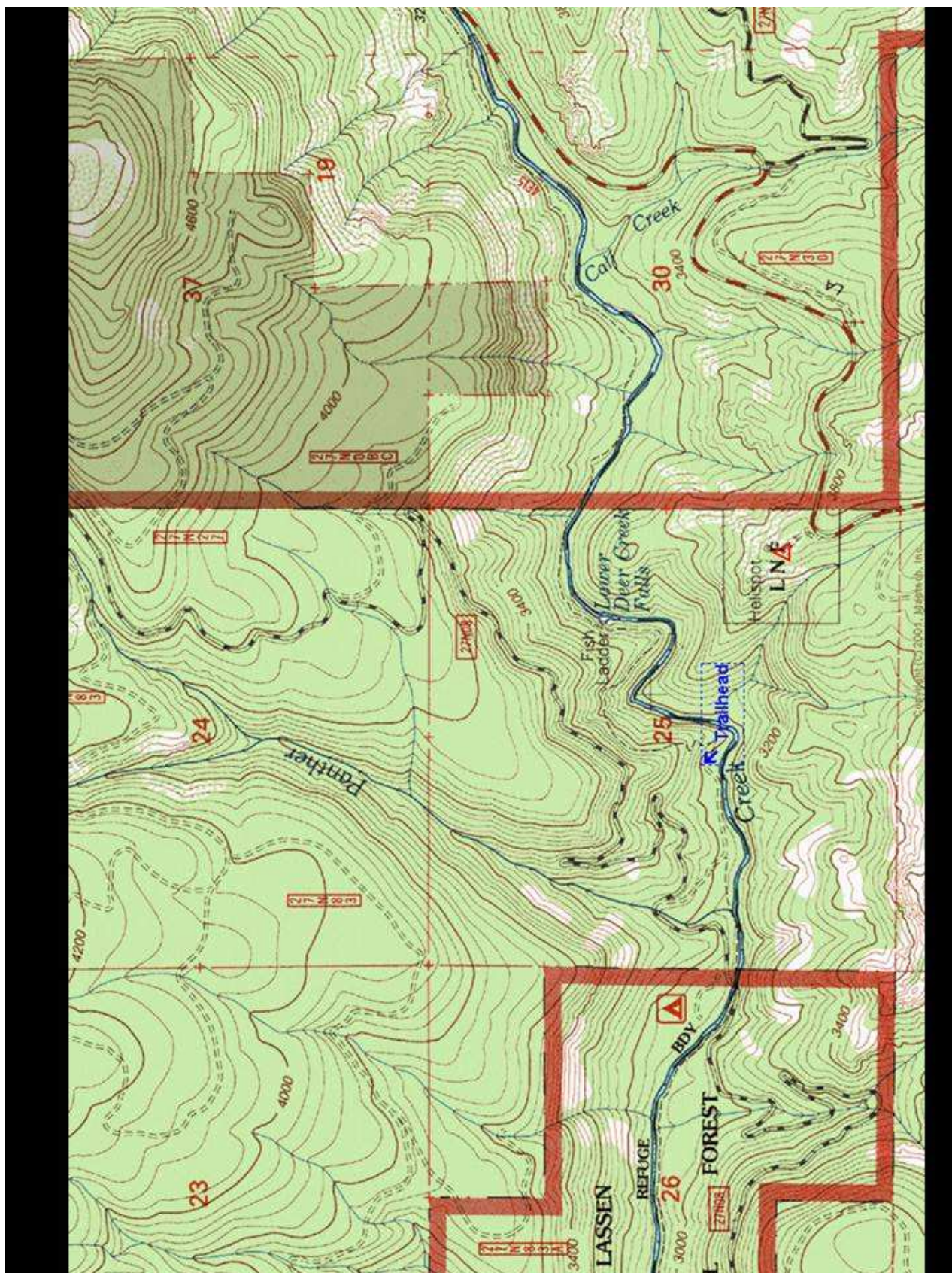
U.S. Fish and Wildlife Service. 2001. Final Restoration Plan for Anadromous Fish Restoration Program. 146 pp.

## Attachment 1

Maps of middle of Deer Creek Watershed and Location of Lower Deer Creek Falls:









Attachment 2: Photos of Lower Deer Creek Falls and the Ladder Structure,  
Deer Creek, taken on December 14, 2011



Photo 1. Lower Deer Creek Falls and bypass ladder (on left).  
Note cement piling in center of photo where lowest step used to occur. *P.Bratcher, CDFG*



Photo 2. L. Deer Creek Falls ladder, looking downstream. *P. Bratcher, CDFG*



Photo 3. L.Deer Creek Falls ladder, lowermost 3 steps. *P.Bratcher, CDFG*

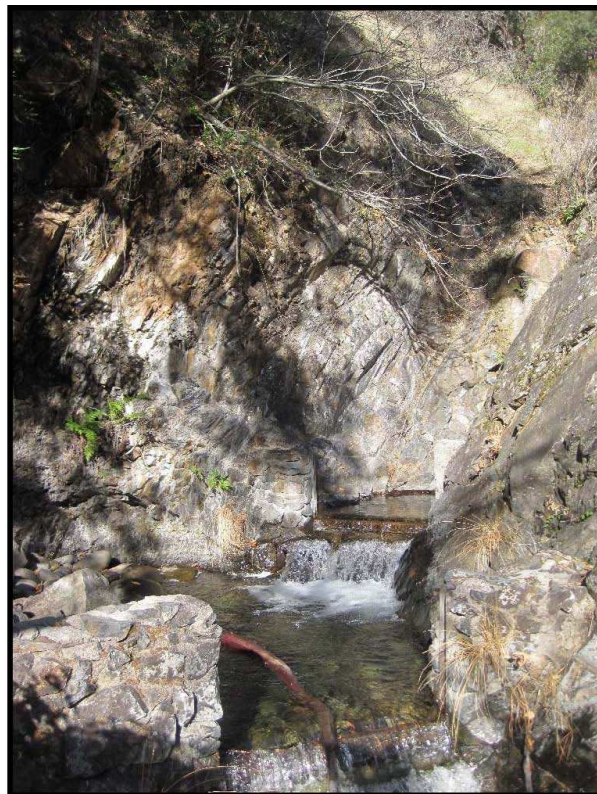


Photo 4. L. Deer Creek Falls ladder, uppermost steps. *P. Bratcher, CDFG*





Photo 5. L. Deer Creek Falls ladder, tunnel segment and uppermost step. *P.Bratcher, CDFG.*